



**CHRIS CHRISTIE**  
Governor

**KIM GUADAGNO**  
Lt. Governor

## ***New Jersey Office of the Attorney General***

Division of Consumer Affairs  
New Jersey State Board of Architects  
124 Halsey Street, 3rd floor, P.O. Box 45001  
Newark, New Jersey 07101



**PAULA T. DOW**  
Attorney General

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Acting Director

**MAILING ADDRESS:**  
P.O. Box 45001  
Newark, NJ 07101  
(973) 504-6385

### **NEW JERSEY LICENSED PROFESSIONAL ENGINEERS** **APPLICATION FOR ARCHITECT REGISTRATION EXAMINATION**

Dear Applicant:

Please be advised that your file must contain the following documents before the Board's approval:

1. Completed application accompanied by a \$50.00 certified check or money order payable to the N.J. BOARD OF ARCHITECTS, 124 Halsey Street, 3rd floor, Newark, New Jersey 07101.
2. Certification of professional engineer license sent directly to the Board by the New Jersey Board of Professional Engineers.
3. Grades on the engineering examination.
4. College transcripts to be sent directly from the college to the New Jersey State Board of Architects.
5. Completed reference forms. Board will mail out the forms.

Also, the New Jersey State Board of Architects is pleased to advise you of the Architect Registration Examination (ARE) 4.0 which will be launched in **July 2008** to update and to improve the ARE 3.1 current format by combining graphic and multiple-choice divisions. In addition, there will be a one year period when both ARE 3.1 and ARE 4.0 will be administered. Candidates currently taking ARE 3.1 and who have passed at least one division before May 2008, will have until June 2009 to complete all remaining divisions of the ARE 3.1. If you do not pass all of the four divisions of ARE 3.1 before June 30, 2009, you will be transitioned to ARE 4.0. Please pay special attention to the following changes:

**CURRENT EXAM (ARE 3.1)**  
**Must be completed by June 2009**

**NEW EXAM (ARE 4.0)**  
**Effective July 2009**

Pre-Design	-	Programming, Planning, & Practice
Site Planning	-	Site Planning & Design
Building Planning	-	Schematic Design
Building Technology	-	Building Design & Construction Systems; Building Systems; Construction Documents & Services; and Structural Systems.

For more information regarding the transition to ARE 4.0 you may visit [www.ncarb.org/ARE/40/whatsdifferent.html](http://www.ncarb.org/ARE/40/whatsdifferent.html).

Furthermore, all exam candidates will be required to follow the Board's regulation pursuant to **Subchapter 4. Licensing Requirements: N.J.A.C. 13:27-4.3(b)** Each division of the examination successfully passed shall be credited to the record of the candidate and may be carried over for **five years after September 6, 2005 or the date that the division was passed successfully, whichever is later.**

If you have further questions regarding the above, please do not hesitate to contact this office at (973) 504-6385.

Very truly yours,  
NEW JERSEY STATE BOARD OF ARCHITECTS

Beverly A. Rankin  
Management Assistant

Attachments

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**New Jersey Register**  
**Volume 40, Issue 2**  
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**PUBLIC NOTICES**  
**Law and Public Safety**  
**Division of Consumer Affairs**  
**New Jersey State Board of Architects**

**Notice of Change in Architect Registration Examination from Version 3.1 to Version 4.0**

Take notice that the National Council of Architectural Registration Boards (NCARB) will launch a new version of the Architect Registration Examination (ARE) in July 2008. The current version, ARE 3.1, will be supplanted. The new version, ARE 4.0, has been reviewed and approved by the New Jersey State Board of Architects. NCARB has determined that all applicants who have not taken any division of ARE 3.1 before May 2008 will be required to take ARE 4.0. There will be a transition period for certain applicants as follows. If an applicant has passed at least one division of ARE 3.1 before May 2008, the applicant will have until June 30, 2009 to pass all of the remaining divisions of ARE 3.1. If an applicant passes all divisions of ARE 3.1 before the one-year overlap expires, the applicant will not have to take any division of ARE 4.0. If an applicant has not passed all divisions of ARE 3.1 before June 30, 2009, then the applicant will be required to take the ARE 4.0 division(s) corresponding to the ARE 3.1 division(s) the applicant has failed. The transition chart may be viewed on the NCARB website at [www.ncarb.org/are/40/transitionchartweb.pdf](http://www.ncarb.org/are/40/transitionchartweb.pdf).

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Page last modified: *Tuesday, January 29, 2008*

Attach a clear, full-face passport-style photograph (2"x 2") of your head and shoulders, taken within the past six months.

A photograph is required with each application.

Do not use staples to attach the photograph.



## New Jersey Office of the Attorney General

Division of Consumer Affairs  
New Jersey State Board of Architects  
124 Halsey Street, 3rd Floor, P.O. Box 45001  
Newark, New Jersey 07101  
(973) 504-6385

**FOR OFFICE USE ONLY**

**Application number:**

## Application for Registration as an Architect

Date: \_\_\_\_\_

**A nonrefundable Architect Registration Examination application filing fee of \$50** in the form of a check or money order made out to the State of New Jersey, must be submitted with this application. (Applicants should understand that if the application filing fee is paid with a personal check, and the check is returned by the bank due to insufficient funds, the next step in the licensure or certification process will be delayed until the fee is paid.) If you are registered as a licensed architect in another state or jurisdiction, and you are now seeking **licensure by credentials in New Jersey, you must submit with this application a nonrefundable application filing fee of \$75.**

The Board maintains, as part of its responsibilities, a record of your home address, business address and mailing address. You may choose which of these addresses will be considered as your "address of record." If you do not indicate (by putting a check in the appropriate box) which address should be used as your address of record, your mailing address will be considered to be your address of record. A post office box may be used as your address of record, but only if you provide another address which includes a street, city, state and ZIP code.

Information that you provide on this application may be subject to public disclosure as required by the Open Public Records Act (OPRA).

**Please print clearly. You must answer all of the questions on this application.**

### Personal Information

Date of birth: \_\_\_\_\_  
Month Day Year

Place of birth: \_\_\_\_\_  
City State

1. Name ☐ Mr. ☐ Mrs. ☐ Ms. \_\_\_\_\_  
Last name First name Middle initial Maiden name

### 2. Address

☐ Home: \_\_\_\_\_  
Street or P.O. Box City State ZIP code County

\_\_\_\_\_  
Telephone number (include area code)

\_\_\_\_\_  
E-mail address

☐ Business: \_\_\_\_\_  
Name of company Telephone number (include area code)

\_\_\_\_\_  
Street City State ZIP code County

☐ Mailing: \_\_\_\_\_  
Street or P.O. Box City State ZIP code County

3. Social Security Number

You **must** disclose your Social Security number for the reasons stated below. Failure to do so may result in a denial of licensure or certification or license or certificate renewal.

\*Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

\*Pursuant to N.J.S.A. 54:50-24 et seq. of the New Jersey taxation law, N.J.S.A. 2A:17-56.44e of the New Jersey Child Support Enforcement Law, Section 1128E(b)(2)A of the Social Security Act and 45 C.F.R. 60.7, 60.8 and 60.9, the Board is required to obtain your Social Security number. Pursuant to these authorities, the Board is also obligated to provide your Social Security number to:

- a. the Director of Taxation to assist in the administration and enforcement of any tax law, including for the purpose of reviewing compliance with State tax law and updating and correcting tax records;
- b. the Probation Division or any other agency responsible for child support enforcement, upon request; and
- c. the National Practitioner Data Bank and the H.I.P. Data Bank, when reporting adverse actions relating to health care professionals.

4. Citizenship / Immigration Status

Federal law limits the issuance or renewal of professional or occupational licenses or certificates to U.S. citizens or qualified aliens. To comply with this federal law, check the appropriate box below which indicates your citizenship/immigration status. If you are not a U.S. citizen, attach a copy of your alien registration card (front and back) or other documentation issued by the office of U.S. Citizenship and Immigration Services (USCIS).

- ☐ U.S. citizen  
☐ Alien lawfully admitted for permanent residence in U.S.  
☐ Other immigration status

Questions about your immigration status and whether or not it is a qualifying status under federal law should be directed to the USCIS at: 1-800-375-5283.

5. Student Loan

Are you in default in regard to any student loan obligation(s)? ☐ Yes ☐ No

If "Yes," you must obtain documentary evidence that you have reached an arrangement with the bank or with the entity that issued your student loan, for the eventual payment of the loan. You will not be able to obtain a license or certificate unless you provide the required documents concerning the plan for payment of your student loan.

6. Child Support

Please certify, under penalty of perjury, the following:

- a. Do you currently have a child-support obligation? ☐ Yes ☐ No
  - (1) If "Yes," are you in arrears in payment of said obligation? ☐ Yes ☐ No
  - (2) If "Yes," does the arrearage match or exceed the total amount payable for the past six months? ☐ Yes ☐ No
- b. Have you failed to provide any court-ordered health insurance coverage during the past six months? ☐ Yes ☐ No
- c. Have you failed to respond to a subpoena relating to either a paternity or child-support proceeding? ☐ Yes ☐ No
- d. Are you the subject of a child-support-related arrest warrant? ☐ Yes ☐ No

In accordance with N.J.S.A. 2A:17-56.44d, an answer of "Yes" to any of the questions a(1) through d will result in a denial of licensure or certification. Furthermore, any false certification of the above may subject you to a penalty, including, but not limited to, immediate revocation or suspension of your licensure or certification.

\_\_\_\_\_  
Applicant's name (please print)

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

## 7. Medical Conditions Questions

Questions a through f pertain to medical conditions and use of chemical substances. Please read the definitions carefully. Your responses will be treated confidentially and retained separately. Please be aware that you have the right to elect not to answer those portions of the following questions which inquire as to the illegal use of controlled dangerous substances or activity if you have reasonable cause to believe that answering may expose you to the possibility of criminal prosecution. In that event, you may assert the Fifth Amendment privilege against self-incrimination. Any claim of Fifth Amendment privilege must be made in good faith. If you choose to assert the Fifth Amendment, you must do so in writing. You must fully respond to all other questions on the application. Your application for licensure or certification will be processed if you claim the Fifth Amendment privilege against self-incrimination. You should be aware, however, that you may later be directed by the Attorney General to answer a question that you have refused to answer on the basis of the Fifth Amendment, provided that the Attorney General first grants you immunity afforded by statutory law. (N.J.S.A. 45:1-20.)

**“Ability to practice as an architect”** is to be construed to include all of the following:

- a. The cognitive capacity to exercise the reasonable judgments of an architect and to learn and keep abreast of professional developments; and
- b. The ability to communicate those judgments and related information to clients and other interested parties, with or without the use of aids or devices, such as voice amplifiers; and
- c. The physical capability to perform the duties of an architect, with or without the use of aids or devices, such as corrective lenses or hearing aids.

**“Medical Condition”** includes physiological, mental or psychological conditions or disorders, such as, but not limited to orthopedic, visual, speech and hearing impairments, cerebral palsy, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, mental retardation, emotional or mental illness, specific learning disabilities, H.I.V. disease, tuberculosis, drug addiction and alcoholism.

**“Chemical substance”** is to be construed to include alcohol, drugs or medications, including those taken pursuant to a valid prescription for legitimate medical purposes and in accordance with the prescriber’s direction, as well as those used illegally.

**“Currently”** does not mean on the day of, or even in the weeks or months preceding the completion of this application. Rather, it means recently enough so that the use of drugs may have an ongoing impact on one’s functioning as a licensee, or within the previous two years.

**“Illegal use of controlled dangerous substance”** means the use of a controlled dangerous substance obtained illegally (e.g. heroin or cocaine) as well as the use of controlled dangerous substances which are not obtained pursuant to a valid prescription or not taken in accordance with the directions of a licensed health care practitioner.

- a. Do you have a medical condition which in any way impairs or limits your ability to practice your profession with reasonable skill and safety? ☐ Yes ☐ No
- b. Are the limitations or impairments caused by your medical condition reduced or ameliorated because you receive ongoing treatment (with or without medications) or participate in a monitoring program\*\*? ☐ Yes ☐ No ☐ Not applicable
- c. Are the limitations or impairments caused by your medical condition reduced or ameliorated because of the field of practice, the setting or manner in which you have chosen to practice? ☐ Yes ☐ No ☐ Not applicable
- d. Does your use of chemical substance(s) in any way impair or limit your ability to practice your profession with reasonable skill and safety? ☐ Yes ☐ No ☐ Not applicable
- e. Have you ever been diagnosed as having or have you ever been treated for pedophilia, exhibitionism or voyeurism? ☐ Yes ☐ No
- f. Are you currently engaged in the illegal use of controlled dangerous substances? (Recall that “currently” is defined as “within the last two years.”) ☐ Yes ☐ No

If you answered “Yes” to question f, are you currently participating in a supervised rehabilitation program or professional assistance program which monitors you in order to assure that you are not engaging in the illegal use of controlled dangerous substances? ☐ Yes ☐ No

\*\* If you receive such ongoing treatment or participate in such a monitoring program, the Board will make an individualized assessment of the nature, the severity and the duration of the risks associated with an ongoing medical condition so as to determine whether an unrestricted license or certificate should be issued, whether conditions should be imposed or whether you are not eligible for licensure or certification.

8. Have you ever been summoned; arrested; taken into custody; indicted; tried; charged with; admitted into pre-trial intervention (P.T.I.); or pled guilty to any violation of law, ordinance, felony, misdemeanor or disorderly persons offense, in New Jersey, any other state, the District of Columbia or in any other jurisdiction? (Parking or speeding violations need not be disclosed, but motor vehicle violations such as driving while impaired or intoxicated must be.) ☐ Yes ☐ No
9. Have you ever been convicted of any crime or offense under any circumstances? This includes, but is not limited to, a plea of guilty, non vult, nolo contendere, no contest, or a finding of guilt by a judge or jury. ☐ Yes ☐ No

If "Yes," provide a copy of the judgment of conviction and the release from parole or probation. Please provide a complete explanation. (Attach additional sheets of paper to this application.)

10. Do you currently hold, or have you ever held, a professional license or certificate of **any** kind in New Jersey, any other state, the District of Columbia or in any other jurisdiction? ☐ Yes ☐ No

If "Yes," for each license or certificate held, provide the date(s) held and the number(s). If the license or certificate was issued under a different name, please provide that name.

		Last name	First name	Middle initial
Type of license or certificate	Number	State or jurisdiction that issued the license or certificate		Date issued/expired
Type of license or certificate	Number	State or jurisdiction that issued the license or certificate		Date issued/expired
Type of license or certificate	Number	State or jurisdiction that issued the license or certificate		Date issued/expired
Type of license or certificate	Number	State or jurisdiction that issued the license or certificate		Date issued/expired

11. Have you ever been disciplined or denied a professional license or certificate of any kind in New Jersey, any other state, the District of Columbia or in any other jurisdiction? ☐ Yes ☐ No
12. Have you ever had a professional license or certificate of any type suspended, revoked or surrendered in New Jersey, any other state, the District of Columbia or in any other jurisdiction? ☐ Yes ☐ No
13. Has any action (including the assessment of fines or other penalties) ever been taken against your professional practice by any agency or certification board in New Jersey, any other state, the District of Columbia or in any other jurisdiction? ☐ Yes ☐ No
14. Have you ever been named as a defendant in any litigation related to the practice of architecture or other professional practice in New Jersey, any other state, the District of Columbia or in any other jurisdiction? ☐ Yes ☐ No
15. Are you aware of any investigation pending against a professional license or certificate issued to you by a professional board in New Jersey, any other state, the District of Columbia or in any other jurisdiction? ☐ Yes ☐ No
16. Are there any criminal charges now pending against you in New Jersey, any other state, the District of Columbia or in any other jurisdiction? ☐ Yes ☐ No
17. Have you ever been sanctioned by or is any action pending before any employer, association, society, or other professional group related to the practice of architecture or other professional practice in New Jersey, any other state, the District of Columbia or in any other jurisdiction? ☐ Yes ☐ No

If the answer to any of the above questions, numbers 11 through 17, is "Yes," provide a complete explanation of the circumstances leading to the action, and any supporting documentation, on separate sheets of paper.

I hereby apply for registration and licensure to practice architecture by the following method:

- ☐ Written Licensing Examination
- ☐ Licensure by credentials: N.C.A.R.B. Certificate No. \_\_\_\_\_ State or jurisdiction \_\_\_\_\_ Registration No. \_\_\_\_\_
- ☐ Licensure by credentials: N.C.A.R.B. Record File No. \_\_\_\_\_ State or jurisdiction \_\_\_\_\_ Registration No. \_\_\_\_\_
- ☐ Licensure by credentials: Directly through original jurisdiction \_\_\_\_\_ State or jurisdiction \_\_\_\_\_ Registration No. \_\_\_\_\_

- If you have previously applied to another state or jurisdiction for examination or licensure, and have not completed the process for any reason, identify the state or jurisdiction: \_\_\_\_\_ Application date: \_\_\_\_\_.
- If your application was rejected, please attach an explanation to this application.

## Secondary School

Name of school	Dates of attendance (From – To)	Grades completed
Name of school	Dates of attendance (From – To)	Grades completed
Name of school	Dates of attendance (From – To)	Grades completed

[illegible]

**Travel, Continuing Education, Research, Publications:**

[illegible]



## C. Practical Experience

Provide the employer's full name and the firm's complete and current address. Identify the business or profession. Name your immediate supervisor and provide his or her title and license number. Begin with your most recent experience, including military and other occupations.**	Dates of employment	Total time employed		Check Appropriate Experiences											
	Month and Year	*Part Time	Full Time	Programming Research	Schematic Design	Design Development	Contract Drawings	Specifications and Cost Estimating	Contract Administration	Office Administration	Structural Design	Mech./Elec. Design	Interior, Landscape and Urban Planning	Teaching in Arch. School	Other Experiences
	From	Years	Years												
	To	Months	Months												
	From	Years	Years												
	To	Months	Months												
	From	Years	Years												
	To	Months	Months												
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	From	Years	Years												
	To	Months	Months												
	From	Years	Years												
	To	Months	Months												

\* If part-time work is noted, indicate the average number of hours worked per week.

\*\* If "other" kinds of work are noted, describe them on a separate sheet of paper.

D. Public and Community Service


E. Architect References

Name three architects who are personally acquainted with your professional abilities. Please provide a complete address for every architect listed.

Name			
Street address	City	State	ZIP code
Name			
Street address	City	State	ZIP code
Name			
Street address	City	State	ZIP code

F. Professional Status

- ☐ Individual practitioner
- ☐ General partner
- ☐ Limited partner or associate
- ☐ Corporation director
- ☐ Employee
- ☐ Professional service corporation

Firm name	Years (From - To)	
City	State	ZIP code

If you previously have been a principal in an architectural firm, complete the following:

Firm name	Years (From - To)	
City	State	ZIP code
Firm name	Years (From - To)	
City	State	ZIP code

# AFFIDAVIT

**This affidavit is to be executed by the applicant before a notary public:**

State of: \_\_\_\_\_

County of: \_\_\_\_\_

} ss.

I, \_\_\_\_\_, in making this application to the New Jersey State Board of Architects for licensure or certification under the provisions of Title 45 of the General Statutes of New Jersey and the Rules of the New Jersey State Board of Architects, swear (or affirm) that I am the applicant and that all information provided in connection with this application is true to the best of my knowledge and belief. I understand that any omissions, inaccuracies or failure to make full disclosures may be deemed sufficient to deny licensure or certification or to withhold renewal of or suspend or revoke a license or certificate issued by the Board.

I further swear (or affirm) that I have read N.J.S.A. 45:3-1 et seq., together with the Rules and Regulations of the New Jersey State Board of Architects, N.J.A.C. 13:27-1.1 et seq., and fully understand that in receiving licensure or certification from the Board, I bind myself to be governed by them.

Furthermore, I voluntarily consent to a thorough investigation of my present and past employment and other activities for the purpose of verifying my qualifications for licensure or certification. I further authorize all institutions, employers, agencies and all governmental agencies and instrumentalities (local, state, federal or foreign) to release any information, files or records requested by the Board.

\_\_\_\_\_  
Signature of applicant

Sworn and subscribed to before me this \_\_\_\_\_

day of \_\_\_\_\_, \_\_\_\_\_  
Month Year

\_\_\_\_\_  
Name of Notary Public (please print)

\_\_\_\_\_  
Signature of Notary Public

Affix Seal Here

## For office use only:

### Qualifications:

- ☐ Education
- ☐ Experience
- ☐ Examination

### Recommendations:

- ☐ Interview
- ☐ Admit Exam
- ☐ Certify

### Board Action:

- ☐ Interview
- ☐ Withhold/Deny
- ☐ Certify

Date \_\_\_\_\_  
Date \_\_\_\_\_  
Date \_\_\_\_\_

Certificate or License No. \_\_\_\_\_

Granted \_\_\_\_\_